

**Tiverton Library Services  
Board of Trustees Meeting  
September 5, 2012**

**Trustees/Director Attending:**

**Barbara Donnelly, Chair**

**Ann Grealish-Rust, Director Tiverton Library Services**

**Lee Hoyer**

**Greg Jones**

**Maureen Morrow, Secretary**

**Colin Robinson**

**Jennifer Theroux, Treasurer**

**Guests: Paul Cloutier, Baycoast Bank, Kathy Ryan, President, Friends of the Tiverton Library. Gayle Lawrence, President of the Union Library Association.**

**Guest Paul Cloutier presented the status of the Essex endowment, currently invested in a conservative, short term mutual fund. He explained the investment goal was for the endowment to generate income, not to grow. It has full liquidity at this time. Questions from the Trustees were solicited and answered by Mr. Cloutier.**

**The meeting was then called to order at 7:20 PM**

- 1. The minutes of the August 1, 2012 meeting were approved as written.**
- 2. The Treasurer's Report. Ann Grealish-Rust explained that FICA and health insurance expense are now separated on the new reporting system. She also pointed out that the budgeted amount for furnishings is almost depleted and that most of the new purchases will be used in the new library.**
- 3. Union Library. Gayle Lawrence reported excellent turnout at the August Book sale, coordinated by Jane Eyler, despite rainy weather. The Union Library netted \$4,000. She also reported that they are looking into purchasing a new air conditioning unit for the library.**
- 4. Friends of the Tiverton Library. Kathy Ryan reported on two recent board resignations, Marty Henihan and Carrie Bailey. The Friends are planning a meet-the-candidates' night prior to the November election and may coordinate with another group planning a similar event. Plans for Pardon Gray Day were discussed including a schedule of library trustees and others who will be present at a library table. The tri-fold will be the primary visual used.**
- 5. New Building. Lee Hoyer reported that the committee met two weeks ago and focused on the finalization of the design with emphasis on the exterior of the building. The building will be shingled and have clapboards rather than a stone veneer. Some windows are**

also being reconsidered to save costs. Lee reported that a second estimate is now being sought. The architect recommends the use of a construction management program, rather than a traditional setup where the builder manages the effort. The construction manager would be similar to a general contractor, managing the building project within the confines of the budget and working closely with the architect. Solicitations for this position are being sought. Once the OLIS contract is signed, the construction manager seeks bids for the job.

Ann reported that the staff is seeking advice from Kim Cullen, the library consultant regarding furniture purchases.

6. The Foundation. Barbara gave a report of the current status of the capital campaign and news that the Donaldson trust would make a donation, amount to be determined.

7. Public Fundraising Report. Kathy Ryan reported that the Dancing Spirit event yielded \$160.00. She and Maureen Morrow reported about other events and ideas that are in the pipeline.

8. Old Business. The library parking lot work will commence soon (adjacent to Bulgarmarsh rec area). Barbara Donnelly reported that all trustees who were up for re-appointment, were reappointed. These trustees are Jim Barrett, Jennifer Theroux, Lee Hoyer and Maureen Morrow.

**The meeting was adjourned at 8:45 PM**

**Respectfully submitted,**

**Maureen Morrow**

**Secretary**